



Continuous Improvement Planner

Use this planner to illustrate your performance (SMART) goals, how you plan to capture the data, and your actual outcomes when you complete your summer learning program. This tool includes some examples in a planner and a blank planner to customize if you so choose. As illustrated in the example, you might want to consider listing your program goal (the overall outcome you are striving for utilizing all of your activities and implementation strategies) and your activity goals (what is going to happen within your activities that will impact your program goal).

Performance Goals	Measurement Tool	Staff Assigned	Target Group	Time Frame	Actual Outcome
Program Goal 1: 85% of third-grade students who attend the full summer learning program will demonstrate increased proficiency in the use of fractions and measurement as measured by pre- and post-program assessment.	Pre- and post-benchmark assessments	Ms. Jones	Students	First and last week of program	Program Goal #1 Outcome: 80% of third-grade students who attended the full summer learning program demonstrated increased proficiency in the use of fractions and measurement as measured by pre- and post-assessment.
Activity 1, Goal 1: 80% of third-grade students who participate in the math intervention activity for the entire summer will be able to solve fraction and measurement problems.	Teacher-reviewed math journal where students will show their work and thought processes.	Mr. Gonzalez	Students	Ongoing	75% of students who participated in the math intervention activity for the entire summer demonstrated that they could solve fraction and measurement problems as measured by the math journal work.
Activity 2, Goal 1: 100% of third-grade	Rubric, developed by	Mr. Smith	Students	At culminating event	90% of students who participated in gardening for the entire



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students who participate in gardening for the entire summer program will demonstrate an understanding of how fractions and measurement relate to their lives.	staff and students			presentations	summer program demonstrated an understanding of how fractions and measurement related to their lives as measured using a rubric during their individual presentations.
Program Goal #2: 100% of students who attend the full summer program will report an increase in physical activity and good nutrition habits.	Staff-created pre- and post-program family and student survey	Luiz	Students and family members	First day of programming and last day of programming	
Activity 1, Goal 2: 85% of students who attend soccer for the full summer program will engage in 30 minutes of physical activity daily.	Staff-created exercise log	Luiz	Students	Daily and reviewed on last day of programming.	
Activity 2, Goal 2: 100% of students who attend cooking for the full summer program will demonstrate increased ability to select and create healthy snacks.	Student journals and portfolios	Cassandra	Students and parents	Ongoing	



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Use this chart to customize your own continuous improvement planner.

Performance Measures	Measurement Tool	Staff Assigned	Target Group	Time Frame	Actual Outcomes
<i>Enter program and activity SMART Goals</i>	<i>What will be used to measure effectiveness?</i>	<i>Who is responsible for collecting or tracking data? (Include name or title)</i>	<i>Who is being assessed? (Enter the name or group)</i>	<i>When will measurements be taken?</i>	<i>What did the data tell you? Restate your SMART goal using actual measurements.</i>